



## **Sample Collection for Bacteria Testing**

### **Place of Works:**

**Holiday Inn Express Dublin City Centre**  
**28-32 O'Connell Street Upper, Dublin 1**

### **Date of Works:**

**14<sup>th</sup> Of August 2024**

### **Aquachem Service Engineer:**

**Vincent Fahy**

# Method Statement

## Sample Collection

All samples are collected in sealed, sterile, plastic containers.

The following sized containers are required:

- Legionella : 1,000 millilitres.
- E. Coli, TVC : 500 millilitres.

It is important that all samples are collected by trained personnel and that all containers remain sterile until a water sample is added to them.

When sampling down service units, such as taps or showers, it is very important that the water that flows from these units as soon as they are turned on is sampled. Down service units should not be allowed to run for any amount of time before sampling.

All sample containers should be filled completely and should be re-sealed as soon as the sample has been collected. All E. coli and TVC samples should reach a certified laboratory within 24 hours of collection and all Legionella samples should reach a certified laboratory within 72 hours of collection.

A full report with recommendations is then prepared, upon completion of the tests. Note that E. coli tests if positive are generally available within 48 hours however Legionella tests can take up to 14 days to produce results.

Prepared by Tommy Dwyer Revision 7 Date 21st Of March 2023

## RISK ASSESSMENTS:

Site specific Risk Assessment and Control Measures:

ACCESS & EGRESS									
Hazard	Risk	Assessment of Current Risk			People at Risk	Controls	Residual Risk Rating		
		L	S	IR			L	S	RR
Poor access/egress at work area	Slips, trips and falls	3	4	12	All Aquachem site personnel (employees)	-Site supervisor will ensure that all employees (Aquachem site personnel) are able to reach their place of work safely, i.e. passageways, passenger hoists, staircases.  - All hazards are noted on the first day of works by Aquachem site supervisor or site manager to ensure employees are made aware of safe access routes  - Site Supervisor will endeavour to ensure that all walkways are safe and free from obstruction such as stored material and waste.  - Site Supervisor will ensure that adequate barriers or other edge protection to prevent falls from open sides of buildings, e.g. safety rails are provided.  - Site Supervisor will ensure that all holes and openings in floors are securely fenced off or securely fixed covers are provided.  - Site Supervisor will ensure that the work area is kept tidy, and materials stored safely.	2	3	6

						<p>- Site Supervisor will ensure that proper arrangements are provided for collecting and disposing of waste as per the client's onsite waste procedures</p> <p>-Aquachem Management team will ensure provision of Personal Protective Equipment where necessary.</p>			
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## MANUAL HANDLING

Hazard	Risk	Assessment of Current Risk			People at Risk	Controls	Residual Risk Rating		
		L	S	IR			L	S	RR
Inadequate information, instruction, training & equipment	Spinal injuries, broken toes or feet, lacerations, sprains, strains leading to a 3day absenteeism from work	5	3	15	All Aquachem site personnel (employees)	<p>-All operatives to be trained in manual handling</p> <p>-All operatives will be issued with adequate PPE e.g. safety boots, gloves.</p> <p>-Maintenance log of equipment to be kept and any defects rectified.</p> <p>-When selecting new equipment consideration will be given to minimising manual handling.</p> <p>-Eliminate or where elimination is not reasonably practicable reduce manual handling to as low as is reasonably practicable egg providing mechanical aids e.g., trolley etc.</p>	2	3	6
Incorrect techniques	Spinal injuries, broken toes or feet, lacerations, sprains, strains	5	2	10	All Aquachem site personnel (employees)	<p>-First carry out a trial lift by rocking the load from side to side, and then try to lift a small amount to get the feel for the load.</p> <p>-Two man/ buddy system to be implemented where bulky / heavy loads pose a higher risk to one individual to lift</p> <p>- Stand reasonably close to the load, feet hip width apart, one foot slightly forward pointing in the direction in which you are going.</p> <p>-Bend your knees and keep your back straight.</p> <p>-Lift slowly and smoothly.</p>	2	3	6

						-Avoid twisting your body when lifting or carrying a load.  -Lighting must be adequate and access clear.  -When 2 or more people are carrying a load, one person must take charge and co-ordinate the lift.			
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### 1.37 SITE TIDINESS

Hazard	Risk	Assessment of Current Risk			People at Risk	Controls	Residual Risk Rating		
		L	S	IR			L	S	RR
Slip/ trip/ fall	Injury leading to broken bones, cuts, bruises, absenteeism from workplace	3	4	12	All Aquachem site personnel (employees) /Contractors/ members of the public	-All employees must complete a site walk / induction prior to commencing works'. Any slip/trip/fall hazards identified must be noted and where possible rectified prior to works. These hazards must be communicated to all Aquachem staff onsite.  -All Aquachem employees are expected to keep their work areas tidy and adhere to the 'clean as you go' policy  -All openings in floors must be securely covered and be clearly marked to show that there is an opening below.  -Debris and materials must not be thrown or dropped from a height  -Route cables and hoses must be kept away from passageways.  -Stack loose material in a way that prevents items falling  -All site waste generated by Aquachem staff will be disposed of in accordance with site / client requirements.	3	3	9

Fire	Burns	2	4	8	All Aquachem site personnel (employees) /Contractors/ members of the public	-Smoking is prohibited on site and is only permitted in areas designated to 'smoking'  -Keep fire escape routes clear of all obstructions, particularly combustible material	2	3	6
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PARKING AND UNLOADING OF EQUIPMENT									
Hazard	Risk	Assessment of Current Risk			People at Risk	Controls	Residual Risk Rating		
		L	S	IR			L	S	RR
Parking and unloading of work equipment  Positioning of work equipment	Car parking, pedestrians & moving vehicles.	2	3	6	All Aquachem site personnel (employees)	- Access as directed by Building Management/Security. - Gain parking within the building. -Manual handling best practice to be employed during the moving of equipment. -All materials to be moved in a controlled manner to a position of safety directly. No materials to be left unattended - Use trolleys where possible - Where site lifts are available, request its use prior to works - No equipment will be left in walkways or doorways. -All equipment to be located (mechanically) within the area in which work is being carried out where possible and in proximity to the works / staff.	1	2	2

HAND TOOLS									
Hazard	Risk	Assessment of Current Risk			People at Risk	Controls	Residual Risk Rating		
		L	S	IR			L	S	RR
Sharp tools	Laceration to hands & other parts of the body	5	4	20	All Aquachem site personnel (employees)	-Pointed tools are never carried point up in any pocket or point down in any front pocket but carried with the sharp edge away from the body in a pouch or purpose made belt. -When using sharp knives, wear cut resistant gloves and always cut away from the body. -Retract the blade before you return it to your toolkit -Tools must not be abused or misused as minor defects may have serious consequences. -Select the correct tool for the job. -Keep tools in good condition. -Use tools in a safe manner. -Do not leave tools lying around where they can create a trip hazard or slip hazard. -Hand tools are inspected on a regular basis, including tools borrowed or brought to the job by the worker and faulty tools replaced. -Any employee before starting to use any hand tool, ensures that he/she is in a safe position, any other workers who may be affected are clear of the area and that he has any required personal protection in use. -Workers in the area must also wear required personal protection. -Any defects in tool must be reported and withdrawn from service. -Use battery operated tools where practicable.	3	3	9
Incorrect use of tools	Falling tools causing serious injuries on personnel beneath	3	4	12	All Aquachem site personnel (employees)/ Contractors/ members of the public	-Use wrist slings where required where works from height are being carried out using tools -Ensure area below works at height is adequately cordoned off from public -Tools must not be dropped or thrown from overhead to ground level.	1	3	3



COVID-19									
Hazard	Risk	Assessment of Current Risk			People at Risk	Controls	Residual Risk Rating		
		L	S	IR			L	S	RR
Exposure to COVID-19	COVID-19 – may be fatal. Stress Illness Mental health	4	4	16	All Aquachem site personnel (employees), contractors, visitors.	<p>Follow the company procedures for COVID-19 prevention.</p> <ul style="list-style-type: none"> <li>- Stop all non-essential visitors to site and those who must visit must completed the COVID-19 questionnaire. Provide visitors with site information on COVID-19 controls.</li> <li>- Monitor site access points to enable physical distancing –change the number of access points, either increase to reduce congestion or decrease to enable monitoring.</li> <li>- Remove sign systems that require skin contact e.g. pens, booklets.</li> <li>- Require all workers to wash or clean/sanitise their hands before entering or leaving the site.</li> <li>- Allow plenty of space (two metres) between people waiting to enter site. Reduce the number of people in attendance at site inductions and consider holding them outdoors wherever possible.</li> </ul> <p>Drivers should remain in their vehicles if the load will allow it and must wash or clean their hands before unloading goods and materials.</p> <p>Contact with COVID-19 case - Have come into close contact (within 2 metres for 15 minutes or more) with a confirmed case of COVID-19:</p> <p>Workers to follow government action of self-isolation – see <a href="http://www.hse.ie">www.hse.ie</a></p> <p>Travel is only required for essential travel; reduce the amount of time using public transport and to implement social distancing where possible (2m clearance from persons and not to travel in groups of more than 2 unless it is immediate family)</p> <p>Stay at home and only attend hospital in an emergency. Do not attend GP surgery and phone HSE helpline if further advice is required</p> <p>Follow good HSE hygiene measures at all times</p> <p>Avoid all visitors to your home unless they are providing a medical requirement</p> <p>Do not approach delivery staff, allow packages to be left on the doorstep</p>	3	4	12

					<p>Hand Washing and Cleaning:</p> <p>Handwashing facilities with soap and hot water in place.</p> <p>Stringent hand washing taking place.</p> <p>Paper towels/hand dryers for drying of hands</p> <p>See handwashing guidance posters.</p> <p>Gel sanitisers in any area where washing facilities not readily available</p> <p>Employees to be reminded regularly to wash their hands for 20 seconds with warm water and soap and the importance of proper drying. Also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands. Tissues will be made available throughout the workplace.</p> <p>To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice. Posters, leaflets and other materials are available for display.</p> <p>Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods. Rigorous checks will be carried out by line managers to ensure that the necessary procedures are being followed.</p> <p>Physical Distancing:</p> <p>Reducing the number of persons in any work area to comply with the 2-metre (6.5 foot) gap recommended by the HSE.</p> <p>Taking steps to review work schedules to reduce the number of workers on-site at any one area at any one time. Also relocating workers to other tasks.</p> <p>Redesigning processes to ensure physical distancing in place.</p> <p>Conference calls to be used instead of face to face meetings.</p> <p>Ensuring sufficient rest breaks for staff.</p> <p>Physical distancing also to be adhered to in canteen area and smoking area.</p> <p>Staff to be reminded daily of the importance of physical distancing both in the workplace and outside of it.</p> <p>Management checks to ensure this is adhered to.</p>			
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					<p>Where Risk Assessment identifies wearing of gloves as a requirement of the job, an adequate supply of these will be provided. Staff will be instructed on how to remove gloves carefully to reduce contamination and how to dispose of them safely. Staff to be reminded that wearing of gloves is not a substitute for good hand washing.</p> <p>Wearing of Respiratory Protective Equipment (RPE): Where RPE is a requirement for risks associated with the work undertaken the following measures will be followed: Tight-fitting respirators (such as disposable FFP3 masks and reusable half masks) rely on having a good seal with the wearer's face. A face fit test will be carried out to ensure the respiratory protective equipment (RPE) can protect the wearer. Wearers must be clean-shaven.</p> <p>Symptoms of Covid-19: If anyone becomes unwell with a new continuous cough or a high temperature in the workplace the Response to Suspect cases must be followed.</p> <p>Drivers: Persons should not share vehicles or cabs, where suitable distancing cannot be achieved.</p>			
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